

## **State Submission of Additional Questions to the Master Question Database**

Proposed additional questions for the Behavior Checklist Question Database are accepted by January 15<sup>th</sup> of each year. Once questions are received they are reviewed to ensure the same questions are not already in the existing database. There is no limitation on the number of proposed questions a state can submit. The questions should, however, be accompanied with background documentation and the appropriate database information that will be needed for each of the fields contained within a question (record).

Examples of these fields include:

- (1) The TYPE of question
- (2) Primary and Secondary Areas
- (3) The Aid Message
- (4) Title
- (5) User Text
- (6) Response List
- (7) Scores
- (8) Good Score
- (9) Acceptable Score
- (10) Minimum and Maximum Values (if applicable)
- (11) The GOOD MESSAGE that the system will report to the participant
- (12) The ACCEPTABLE MESSAGE that the system will report to the participant
- (13) The LEARN ABOUT MESSAGE that the system will report to the participant

The Question Detail Report within the Behavior Checklist components of the ERS and SRS provides the fields and responses to the fields for each of the questions that are currently in the database.

This report may be of help when creating your own responses.

We DO NOT need question ID numbers. ID numbers will be provided for each question.

Please send all proposed questions to Sylvia Montgomery at [smontgomery@csrees.usda.gov](mailto:smontgomery@csrees.usda.gov).

Once all submitted questions have been reviewed and tested, they will be made available via of this website for downloading.